

DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS
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ADP BULLETIN

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| Title Negotiated Net Amount Contract Unexpended Federal and State General Funds | | Issue Date: 03-18-98 Expiration Date: | Issue No. 98-10 |
| Deputy Director Approval (signed by) GLORIA J. MERK, II Programs Operations Division | Function <input type="checkbox"/> Information Management <input type="checkbox"/> Quality Assurance <input type="checkbox"/> Service Delivery <input checked="" type="checkbox"/> Fiscal <input type="checkbox"/> Administration | Supersedes Bulletin/ADP Letter No. | |

PURPOSE

This bulletin is being sent for informational and budgeting purposes to each California County Alcohol and Drug Program Administrator to request notification of their County's estimated unspent federal funds and State General Funds (SGF) to be redirected from fiscal year (FY) 1997-98 to FY 1998-99.

DISCUSSION

In accordance with the single Negotiated Net Amount (NNA) and combined NNA and Drug/Medi-Cal (D/MC) contracts, each county is required to notify the Department of its estimated federal funds and State General Funds (SGF) unexpended amount.

Please complete the enclosed form, Request to CarryOver and Transfer Unspent Funds (ADP Form 8015), and return it to the Department via mail or fax, attention Kathleen West, Contracts Management Branch, by Wednesday, April 1, 1998. The Contracts Management Branch fax number is (916) 323-0653.

Note that there are four new lines on the form:

1. CalWORKs SAPT Funds (For Informational Purposes Only)

CalWORKs SAPT Funds are funds that were allocated by the State Department of Social Services (DSS) specifically for alcohol and drug treatment services in FY 97-98. These funds can be carried over to FY 98-99 and must be spent by the end of that FY (funding line 58).

2. Unspent D/MC CalWorks SGF Identified For Transfer Into Next Fiscal Year (D/MC) Counties Only)

Unspent D/MC identified funds are State General Funds which are matchable to Federal Financial Participation (FFP) allocated by the Department of Alcohol and Drug Programs (ADP). These funds are specifically for D/MC treatment services and cannot be used in NNA.

3. Unspent D/MC CalWORKs SGF To Transfer Into Next Fiscal Year (Non-D/MC Counties Only)

Unspent D/MC CalWORKs State General Fund matchable to FFP for the purpose of D/MC services only. These funds have also been allocated to non-D/MC counties. However, non-D/MC counties will only be able to access these funds if they begin providing D/MC services in this fiscal year. These funds may be carried forward in the subsequent fiscal year for D/MC services only.

4. Unspent CalWORKs Non-D/MC Discretionary SGF Retained in the Next Fiscal Year (Allocated by DSS) (For Informational Purposes Only)

Unspent CalWORKs Non-D/MC discretionary SGF were allocated by DSS (funding line 80e) through the County Welfare Directors for either Mental Health services or Alcohol and Drug services. These unspent funds can be carried forward for use in the next fiscal year or they can be returned to DSS in the proscribed manner.

If you intend to carry over Substance Abuse Prevention and Treatment (SAPT) Block Grant discretionary funds, please identify whether the county has met the prevention set-aside for the current fiscal year, or identify the amount of your prevention set-aside that will be carried over. If the county indicates that it has met the prevention set-aside, the primary prevention requirement will not apply to the SAPT funds being carried over.

Unexpended federal funds identified for carryover will be removed from counties' allocations. Counties must amend their final FY 1997-98 contract budgets to reflect the revised allocations. Federal funds will be reallocated in the next fiscal year after approval by the Legislature.

To retain ADP unspent SGF for use in FY 1998-99, the unexpended amount must be noted on the Unspent SGF retained in NNA line A and must also be identified as Cost Efficiencies (Service Code 08) in the final FY 1997-98 single NNA contract budget or the NNA portion of the final FY 1997-98 combined NNA and D/MC contract budget. If the unexpended SGF was budgeted in the D/MC portion of the contract, the FY 1997-98 combined NNA and D/MC contract must be amended to reflect a decrease in the D/MC portion of the contract budget and an increase in the NNA portion of the contract budget.

Counties that received an increase in SGF above their FY 1993-94 allocation, may not transfer unspent SGF in excess of their FY 1993-94 allocation. Any excess unexpended SGF must be returned to the Department.

The Department will mail the final contract amendment budget diskettes to counties in early April. The final amendment proposals are due by close of business on Friday, May 1, 1998.

REFERENCES

FY 97-98 Contract Boilerplate, Article III, Section H (2)(a).

QUESTIONS/MAINTENANCE

Questions concerning NNA Contract Unexpended Federal and SGF can be directed to your County Contract Analyst or call the Contracts Management Branch at (916) 322-9943.

EXHIBITS

Request to Carry Over and Transfer Unspent Funds (ADP Form 8015).

DISTRIBUTION

County Alcohol and Drug Program Administrators
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